

Date: June 13, 2003

To: All Approved RDA Educational Programs and  
Applicants Applying For RDA Approval

From: Committee on Dental Auxiliaries

Subject: Section 1070, 1070.1 School Regulations **EFFECTIVE 05/30/2003**

Enclosed are the new regulations governing approval of all Registered Dental Assistant programs. The Committee on Dental Auxiliaries started reviewing the guidelines to begin the process of putting the current RDA guidelines into regulations in January 1994. Nearly 10 years later we are pleased to present the completed regulations that took affect 05/30/03.

It is important that you read and understand these requirements, they are no longer suggestions they are **requirements**. The following are some of the areas you might wish to pay particular attention to:

**Section 1071.1 (b) Advisory Committee.** Programs shall have an advisory committee consisting of an equal number of registered dental assistants and dentists... (Faculty may only serve as ex-officio members and must not be counted as advisory committee members)

Programs that admit students at different phases shall meet at least twice each year.

**Section 1070.1 (c) Administration/Faculty.**...A registered dental assistant faculty member shall possess certification in coronal polishing, radiation safety, and CPR **and shall have been licensed as a registered dental assistant for at least four years.**

**1070.1(c)(2)** Effective two years after the effective date of this regulation, (May 30, 2005) each faculty member shall have received a certificate of completion of a COMDA approved course in teaching methodology of at least 60 hours at a post-secondary institution prior to student instruction.

**1070.1 (4) (C)** Informing the Board of any changes to the program content, physical facilities, and/or faculty, at least **30 days prior** to such change.

**Section 1070.1 (f) Length of Program.** The program shall be of sufficient duration for the student to develop minimum competence in performing dental assistant and registered dental assistant duties, but shall in no event be less than 720 clock hours. (The following are to be included in the 720 hours any additional courses such as: Office Administration, Professional Development must be in addition to the 720 hours).

- (A) Biomedical –Dental – Medical Emergencies, Basic Life Support, Nutrition and Preventive Dentistry;

- (B) Dental Science – Dental Materials, Oral Anatomy and Physiology, Oral Pathology, Pharmacology, Morphology and Microbiology;
- (C) Dental Assisting – General and Specialty Dentistry, Chairside Assisting, Legal/Ethical Aspects of Dentistry; Patient Management; Infection Control;
- (D) All functions dental assistants and registered dental assistants are allowed to perform by statute or regulation.

**1070.1 (h)(2) Operatories** ...Operatories shall be sufficient in number to allow a ratio of at least one operatory for every five students at any one time, and shall be of sufficient size to accommodate an operator, a student, an instructor, and a patient at one time.

**1070.1 (6) Infection Control**. The program shall establish written pre-clinical, clinical, and laboratory protocols to ensure adequate asepsis. ...The program shall provide such protocols to all students, faculty, and appropriate staff to assure compliance with such protocols.

**1070.1 (7) Emergency Materials/Basic Life Support**. (A) A written policy on managing emergency situations must be made available to students, faculty and staff.

(B) **All students**, faculty, and program staff involved in direct provision of patient care must be certified in basic life support procedures, including cardiopulmonary resuscitation.

## **1070.1**

### **(i) Program Content**

(3) There shall be no more than **14 students per instructor during laboratory** instruction. There shall be no more than **6 students per instructor during pre-clinical and clinical instruction**.

(4) Programs that admit students at different phases shall provide students with an orientation which shall include, anatomy, tooth numbering, and universal precautions including instrument sterilization and which shall be successfully completed prior to participation in any other phase of the program.